

DISTRICT RURAL DEVELOPMENT CELL

ALIPURDUAR

[E-mail ID: drdcapd@gmail.com]

No. 238/DRDC/APD/2016-17

Date : 08/09/2017

NOTICE FOR WALK-IN-INTERVIEW

District Rural Development Cell, Alipurduar intends to hire one retired Govt. employee (State or Central) within 64 (sixty four) years of age (as on 30.09.2017) having sound health and experience in the field of accounts related works.

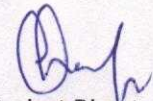
Applications are invited from retired Govt. employees (State or Central- preferably from the post of Accountant/ Cashier) for purely temporary engagement as "Expert on Accounts" on daily rated hiring(Honorarium) basis in the District Rural Development Cell, Alipurduar.

The details are given below:

- 1) Position: Expert on Accounts.
- 2) Place of work: District Rural Development Cell, Alipurduar.
- 3) Number of Positions: 01(One).
- 4) Honorarium: ₹ 900/- per day (For a maximum of 20 days per month as per requirements).
- 5) Period of engagement: one year – subject to the maximum age of 65 years.
- 6) Essential Qualification: Minimum Graduate from any recognized University. Commerce Graduate will be preferred.
- 7) Experience: Adequate experience in govt. accounting works through computer.

Intending candidates with above qualifications and experience are invited to attend the Walk-in- Interview at 11 AM on 21st September, 2017 in the office chamber of the Project Director, District Rural Development Cell, DRDC-Alipurduar, 1st Floor, Office of the District Magistrate, Alipurduar along with two sets of applications (as appended below) with photocopy of certificate of experience regarding nature of job performed while in service, all original academic records, certificate from registered medical practitioner regarding applicant's health.

No Travelling Expenses will be paid for attending the interview. The decision of the Project Director, DRDC-Alipurduar will be final and binding upon in case of disputes.



Project Director,
District Rural Development Cell,
Alipurduar

Project Director
DRDC, Alipurduar

FORMAT OF THE APPLICATION

**Application for a temporary position of "Expert on Accounts" at District Rural Development Cell,
Alipurduar**

To
The Project Director,
District Rural Development Cell, Alipurduar

Sir,
In response to your Notice No. /DRDC/APD/2016-17 Dated /09/2017, I offer myself as a candidate for the position of "Expert on Accounts" at DRDC-Alipurduar and I intend to attend the Walk-in-Interview for the said position.

My particulars are given hereunder for favour of your consideration:

1. Name :(In Block Capital).....
2. Father's/Husband's name (In Block Capital).....
3. Complete postal address: Premises No. /Village.....
Name of Road.....
Post Office.....P.I.N.Code.....
Police Station.....District.....
Mobile Phone No..... e-mail ID(if any).....
4. Date of Birth: __ / __ / __ - __ - __
5. Date of retirement: Date.....month.....year.....
6. Post held (Designation) at the time of retirement.....
7. Duration of service :.....days.....month.....year.
8. Educational Qualification:

Name of Board/ University	Year of passing	Subjects taken	% of marks obtained in aggregate	Class/Division

9. Details of computer knowledge:
10. P.P.O. No.....and Treasury.....
11. EPIC No and AADHAAR No.....
12. Encls:

Place
Date.....

Signature of the applicant